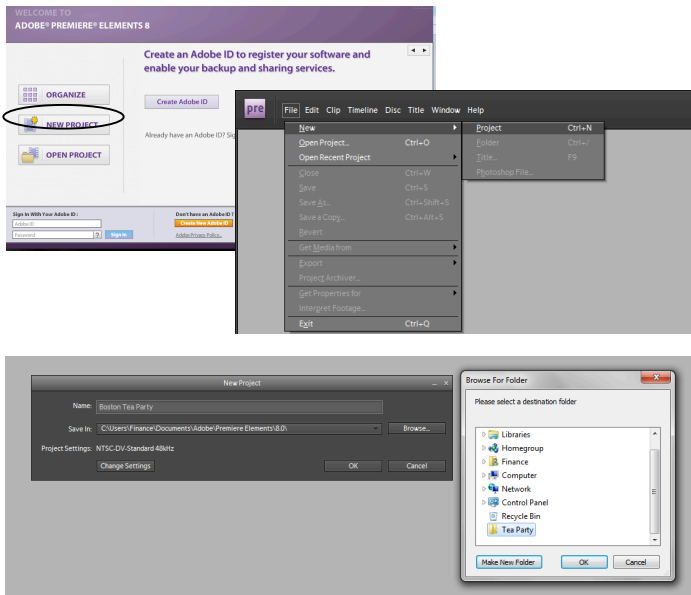


## Digital Documentaries | Premiere Elements 8

### Creating a new project

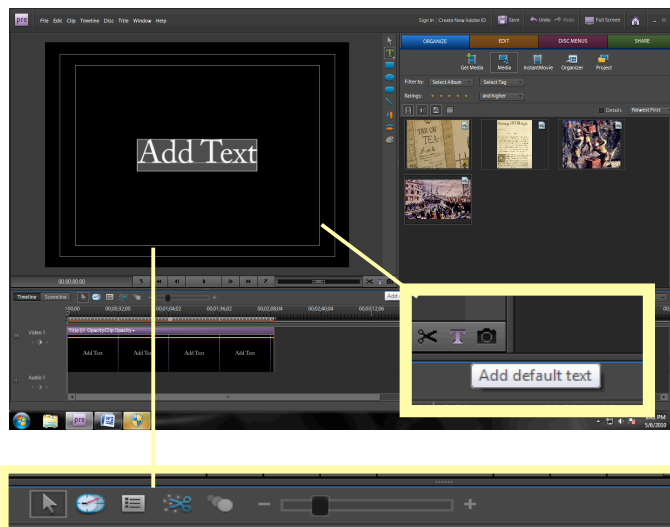


Select **New Project** In the Premiere welcome screen and go to **File**, **New Project** on the top menu.

Type in a project name and select **Browse** to locate the Desktop folder where you have saved your images.

\* Premiere projects should always be saved in the same folder as the content being edited.

### Adding title card for narration



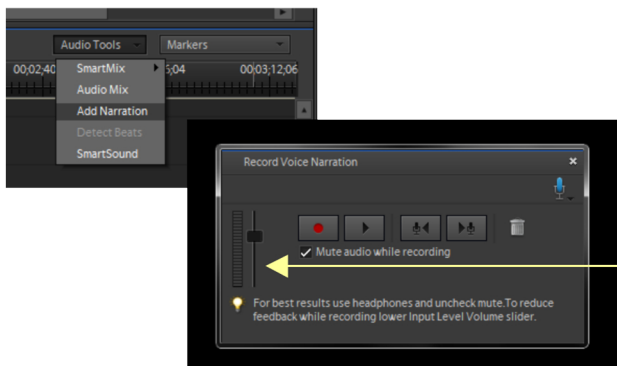
We will begin our edit by laying down the narration track. In order to do so we will need a title card to hold space in the timeline.

Click on the **"T"** button on the bottom right of the Monitor pane to add text.

Once this title card appears in the timeline, hover over the right edge of the title card until you see the red **Trim** tool. Click and drag the edge with this tool to extend the title to the 2 minute mark in the timeline.

The + /- slider below the Monitor pane will allow you to zoom in and out of the timeline.

## Recording narration



On the top right corner of the timeline, open the **Audio Tools** menu and select **Add Narration**.

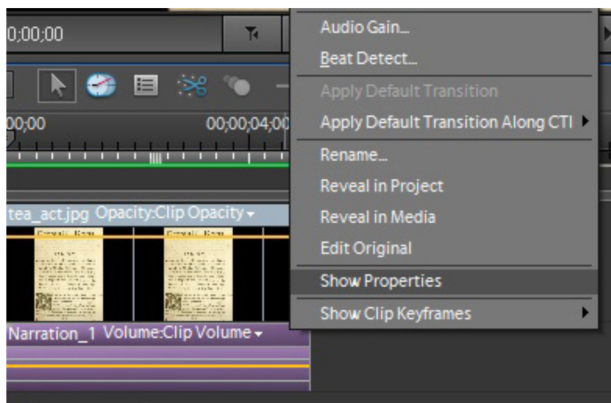
When the volume adjustment window opens, test the volume of the microphone before recording.

\* If you see no deflection in the volume meter, you may need to change the default microphone settings in Control Panel.

With the playhead at the beginning of the timeline, press the red button to begin recording.

Premiere will give a 3 second warning before recording begins. Press the stop button when done.

## Adjusting volume levels

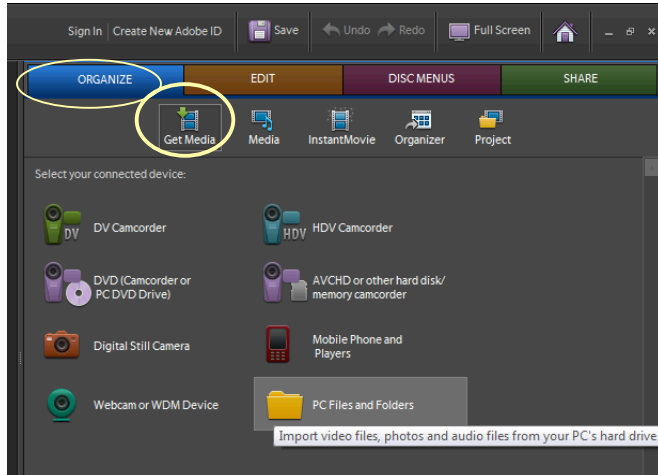


Once your narration has been recorded you can adjust the volume level of this and other audio tracks in the project by dragging the yellow line on the audio tile up or down.

For more precise modifications, right click the audio track in timeline and select **Show Properties**.

## Digital Documentaries

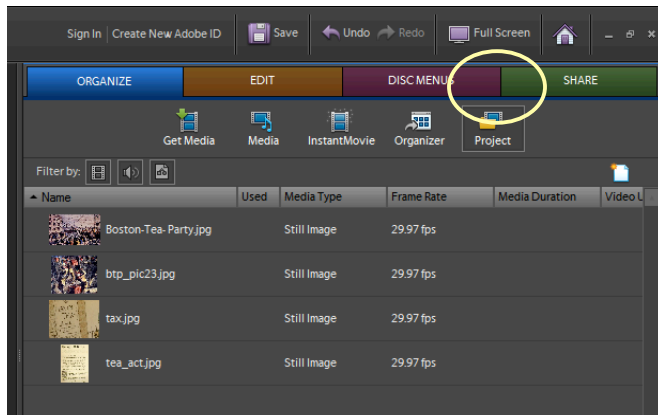
### Importing images



In the **Organize** tab of the Task pane, select **Get Media**. Click on **PC Files and Folders** and browse to locate your Desktop images folder.

Select desired images and click **Open**.

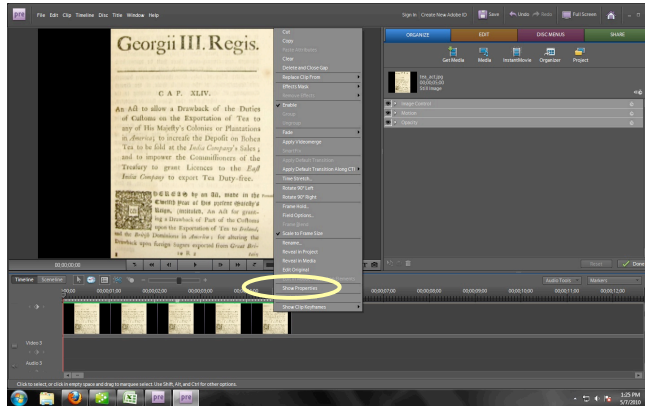
### Viewing project media



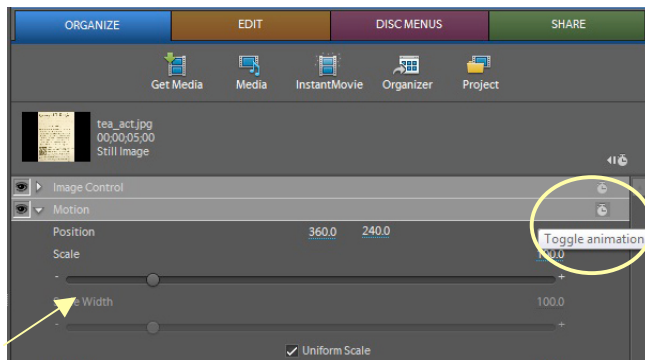
Once images have been imported, click on the **Project** sub-category to see the names and thumbnails of all pictures.

\* Project media can also be organized into folders using this view.

## 'Ken Burns' animation

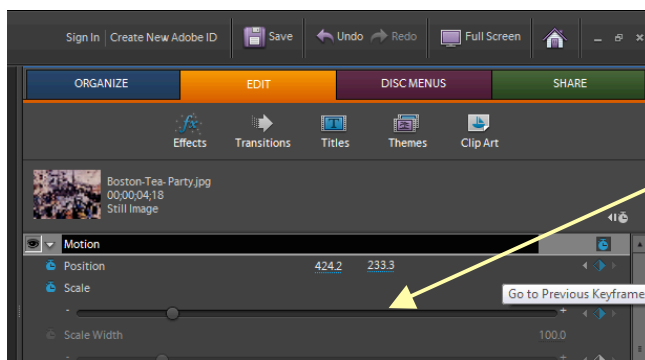


To add animation to images, right click on an image tile in the timeline and select **Show Properties**.



Open the **Motion** category to begin setting animation positions. When using animation, we will set a start and end position for our image using *keyframes* and the computer will fill in all frames in between.

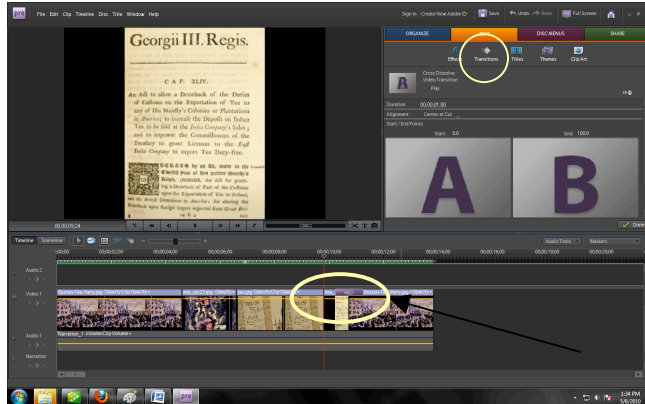
With the playhead on the first frame of the chosen image, click the stopwatch icon to the right of the **Motion** category to **Toggle Animation**.



Use the **Scale** slider to adjust the zoom level for the image's start position. Click and drag the image in the Monitor pane to reposition.

Next move the playhead to the last frame of the image and again adjust the scale and image position. Play clip in timeline to view your animation.

## Adding transitions

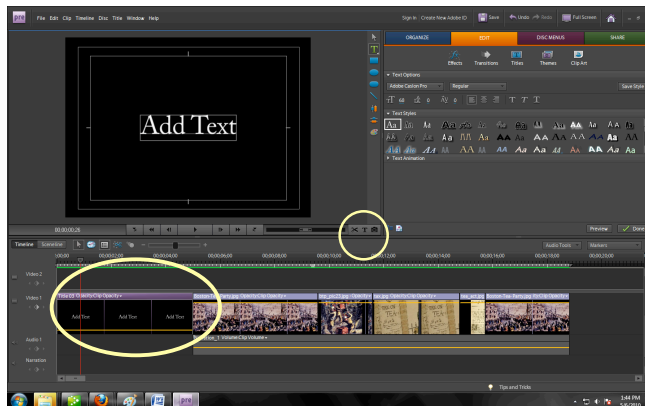


Select the **Transitions** category within the **Edit** tab.

Drag the desired transition from this pane into the timeline and place between 2 image tiles.

Double click the transition arrow in the timeline to edit transition settings.

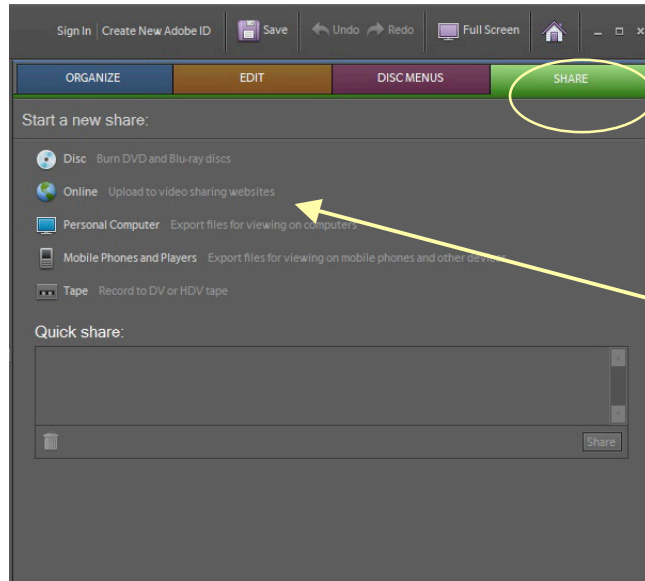
## Adding an intro title



To add a title at the beginning of the project, position the playhead on the first frame of the timeline and click the **"T"** button on bottom right of the Monitor pane.

To display the title over a black background, drag the title card in the timeline to the left of the first image. The remaining images and narration will shift to the right. Double click the title card in timeline to edit text and font.

## Exporting video



As videos exported for web will be compressed to a smaller size for faster streaming, we will always export a full size version as well for our archives. Select the **Share** tab in the Task pane to view exporting options.

For a full size version, select **Personal Computer** and name your file. AVI is a safe format for viewing on both Mac and PC.

For the web version, select **Online** and name your file. Flash is a very versatile format for uploading to the web.